



## NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE, AH2  
ARLINGTON VA 22204-1373

May 20, 2013

Office of Information and Privacy

Mr. Shawn Musgrave  
MuckRock News  
DEPT MR 1939  
P.O. Box 55819  
Boston, MA 02205-5819

Dear Mr. Musgrave:

This letter is in response to your Freedom of Information Act (FOIA) request originally made to Headquarters Air Force on July 29, 2012. On April 3, 2013 the Air National Guard referred the following items to the National Guard Bureau for processing:

1. Any policies, guidelines or manuals on the use of drones,
2. Any departmental records concerning the departments use of drones now or future; and,
3. Any policies, guidelines, manuals, or instructions on the storage requirements for drones.

This request was logged in by the National Guard Bureau for processing on April 3, 2013 and assigned case #J-13-0054.

A thorough search for records by the knowledgeable staff in the National Guard Bureau's Air National Guard Readiness Center Air, Space, and Information Operation's Division and the National Guard Bureau's Operation Contracting Division failed to locate any documents that would be responsive to your request and the FOIA does not require agencies to create records in order to respond to FOIA requests.

If you are not satisfied with this action, you may appeal to the appellate authority, the Director of Administration and Management, Office of the Secretary of Defense. Your appeal should include a copy of your original request and this response, as well as a discussion of the reasons supporting your appeal. To submit your appeal please reference case #J-13-0054, and write directly to:

Defense Freedom of Information Policy Office  
Attn: Mr. James Hogan  
1155 Defense Pentagon  
Washington, D.C. 20301-1155

This concludes the processing of your request by the National Guard Bureau. If you have any further questions regarding your request please contact my office at (571) 256-7838 or by e-mail [ng.ncr.arng.mbx.ngb-foia@mail.mil](mailto:ng.ncr.arng.mbx.ngb-foia@mail.mil).

Sincerely,

A handwritten signature in black ink that reads "Jennifer Nikolaisen". The signature is written in a cursive, flowing style.

Jennifer Nikolaisen  
Chief, Office of Information and Privacy  
Freedom of Information Act/Privacy Officer  
National Guard Bureau